



CITY OF DURHAM | NORTH CAROLINA

**Date:** April 12, 2013

**To:** Thomas J. Bonfield, City Manager  
**Through:** W. Bowman Ferguson, Deputy City Manager  
**From:** Donald F. Greeley, Director, Water Management  
**Subject:** Department of Water Management Mist Lake Facility Master Plan – Heery International, PC

### **Executive Summary**

In August of 2012, the Department of Water Management issued a Request for Qualifications (RFQ) for Professional Engineering Services for master planning the Mist Lake Facility. The Department will be relocating the Water & Sewer Maintenance Division from the Public Works Operations Center to the Mist Lake Facility. The Master Planning services will evaluate different options for expanding the facility as well as considerations of the utilization of adjacent parcels. The Department received 3 responses to the RFQ. The engineering firm Heery International, PC was selected and a scope of services for master planning services has been negotiated.

### **Recommendation**

The Department of Water Management recommends that the City Council:

1. Authorize the City Manager to execute a contract with Heery International, PC for Professional Engineering Services in an amount not to exceed \$356,823.52 for the Department of Water Management Mist Lake Facility Master Plan; and
2. Establish a contingency fund for the contract in the amount not to exceed \$35,700.00; and
3. Authorize the City Manager to negotiate change orders for the contract provided that the cost of all change orders does not exceed \$35,700.00, and the total project cost of \$392,523.52.

### **Background**

The Department of Water Management (DWM) owns and operates its administrative central offices at 1600 Mist Lake Drive (North Campus). This 20-acre facility houses approximately 82 staff of the Administration, Plant Engineering & Maintenance, Regulatory Compliance, and Utility Engineering divisions of the Department, along with associated vehicles, equipment, and inventory. Currently, approximately 140 DWM Water & Sewer Maintenance (WSM) employees are co-housed at a second location on Martin Luther King, Jr. Drive, the Public Works Operations Center (PWOC) along with Public Works staff. The WSM workgroups at PWOC are responsible for Outfall Maintenance, Rehabilitation Maintenance, Meter Reading, Meter Maintenance, Service Installations, and Mainline Installations, along with the necessary vehicles, light and heavy equipment, and inventory to maintain and operate approximately 2,600 miles (combined) of water and sewer mains and more than 83,000 water meters.

The proposed project will evaluate at least three options for modifying and/or expanding the DWM Mist Lake facility to accommodate potential growth over the next 20 years and the relocation of the WSM Division from the PWOC facility to or near the Mist Lake complex. The project will include data and information gathering at the Mist Lake and PWOC facilities, an existing site and building condition assessment at the Mist Lake facility, and current and future space needs. A master plan summarizing the findings and recommending improvements will be submitted for review and acceptance.

### **Issues and Analysis**

Three firms responded to the RFQ:

- Horvath Associates, PA
- Heery International, PC
- URS Corporation

Two firms were short listed to present their proposals to the selection committee. The selection committee was comprised of staff from the departments of Water Management, General Services, and Equal Opportunity/Equity Assurance. Based on their proposal and experience the committee selected the firm of Heery International, PC for the project.

### **Alternatives**

One alternate is to not pursue the project and continue to operate the Department of Water Management's division at two separate locations. The Water & Sewer Maintenance Division currently operates out of the Public Works Operations Center at 1100 Martin Luther King, Jr. Drive, while the Administration, Plant Engineering and Maintenance, Regulatory Compliance, and Utility Engineering Divisions operate at the headquarters at 1600 Mist Lake Drive in Durham. This alternative does not provide the efficiencies gained by consolidating Water Management staff. Additionally, it would prevent or postpone the combination of Public Works Divisions at the PWOC facility as well as the relocation of the Transportation Department's Sign and Signal Shop to PWOC.

A second alternate is to prepare the master plan in-house with current engineering and operations staff. Current staff lacks the capacity to complete the evaluation and engineering report in a timely manner, and does not have the level of expertise necessary to evaluate the structure and plan the spacing required for combined Department of Water Management Facilities.

### **Financial Impact**

Funding for the project was approved as part of the Capital Improvements Program under the Water Management Facilities Expansion project. Funds have been set up in the following accounts:

4100P767-731004-P212B	\$356,823.52
4100P767-731900-P212B	<u>\$ 35,700.00</u>
<b>Total</b>	<b>\$392,523.52</b>

### **SDBE Summary**

The Equal Opportunity/Equity Assurance Department reviewed the proposal submitted by Heery International, PC of Raleigh, North Carolina and determined that they are in compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting.

## **SDBE REQUIREMENTS**

Heery International, PC will subcontract to the following certified firm:

<b>Firm</b>	<b>ID</b>	<b>City/State</b>	<b>Amount</b>	<b>% of Contract</b>
Engineered Designs, Inc.	WSDBE	Raleigh, NC	\$ 15,200.00	4.25

## **WORKFORCE STATISTICS**

Workforce statistics for Heery International, PC are as follows:

Total Workforce	28	
Total Females	15	(54%)
Total Males	13	(46%)
Black Males	1	(4%)
White Males	10	(35%)
Other Males	2	(7%)
Black Females	3	(11%)
White Females	11	(39%)
Other Females	1	(4%)

Attachments: Heery International, PC Proposal